

### Amendments to the Claims

This listing of claims will replace all prior versions, and listings, of claims in the application:

Claims 1-2 (canceled).

3. (Currently amended) A method to organize and track information, comprising the steps of:

inputting information into appropriate fields in a plurality of records in a database, wherein each of the records comprises follow-up date information, priority information, and a unique task number, wherein the unique task number is assigned permanently to each of the records in the database;

querying the database using query criteria based on a desired field;

retrieving the records with fields that match the query criteria;

sorting the retrieved records in the order of the follow-up date, priority, and task number;

wherein when one of the plurality of records is deleted, the task numbers of the remaining records are not renumbered; and

presenting the sorted records for viewing;

wherein a person may make efficient critical decisions based on the information presented.

Claims 4-7 (canceled).

8. (Currently amended) The method of claim 3, wherein the task numbers are sequential, and wherein when a new record is added to the database, the new record is assigned the next available task number.

9. (Previously presented) The method of claim 3, wherein the desired field is a follow-up date field, and wherein the query criteria comprise a date earlier than the current date.

10. (Previously presented) The method of claim 3, wherein the desired field is a follow-up date field, and wherein the query criteria comprise follow-up dates between two specified dates.

11. (Previously presented) The method of claim 3, wherein one or more records further comprises information selected from the group consisting of a person's name, a company's name, and a telephone number.

12. (Currently amended) A computer program product in a computer readable medium for organizing and tracking information in a plurality of records in a database, wherein each of the records comprises follow-up date information, priority information, and a task number:

instructions for assigning a unique task number to each record, wherein the unique task number is assigned permanently to each of the records in the database, and wherein when one of the plurality of records is deleted, the task numbers of the remaining records are not renumbered;

instructions for querying the database using query criteria based on a desired field;

instructions for retrieving the records with fields that match the query criteria;

instructions for sorting the retrieved records in the order of the follow-up date, priority, and task number; and

instructions for presenting the sorted records for viewing.

Claim 13 (canceled).

14. (Currently amended) The computer program product of claim 12, wherein the instructions for assigning a unique task number to each record comprise assigning a sequential task number to each record, and wherein said instructions further comprise instructions for assigning the next available task number to a new record added to the database.

15. (Previously presented) The computer program product of claim 12, wherein the instructions for querying the database based on a desired field comprise instructions for querying the database based on a follow-up date earlier than the current date.

16. (Previously presented) The computer program product of claim 12, wherein the instructions for querying the database based on a desired field comprise instructions for querying the database based on follow-up dates between two specified dates.

Claims 17-19 (canceled).

20. (Previously presented) The method of claim 3, wherein the desired field is a follow-up date field, and wherein the query criteria comprise one or more particular dates.

21. (Previously presented) The computer program product of claim 12, wherein the desired field is a follow-up date field, and wherein the query criteria comprise one or more particular dates.